

LAND RECORDS COMMITTEE MEETING
September 12th, 2017
Oneida County Courthouse
Second Floor – Committee Room 2
Rhinelander, Wisconsin 54501

Committee Members	Lisa Zunker	Sonny Paszak
Mike Timmons	Greg Pence	Greg Oettinger

Call to Order and Chair's announcements.

Chairman Paszak called the meeting to order at 9:32 a.m. in accordance with the Open Meeting Law noting that the meeting notice has been properly posted and the location is handicap accessible. Greg Pence was excused from today's meeting and Greg Oettinger joined the meeting at 9:40 AM.

Approve agenda for today's meeting.

Motion/Zunker/Timmons to approve today's agenda. All ayes.

Approve minutes of Land Records August 8th, 2017 meeting.

Motion/Timmons/Zunker to approve minutes for the August 8th, 2017 meeting. All ayes.

Staff member's attendance at land-related meetings/seminars.

Register of Deeds: Franson informed the Committee of his annual meeting in Milwaukee/Brown Deer October 4th through the 6th which is budgeted.

Request and proposed agreement by YMCA to use County lands east of Law Enforcement Complex for Air Force Combat Operations Challenge and act on Resolution.

Romportl reported that this request is for an upcoming event called the Run/Walk/March partnership with the Air Force. The YMCA would like to use the existing trails for this event. Currently working with Corporation Counsel on the final use agreement for the event. The event is scheduled for September 24th, and the YMCA would like to brush and mow the existing trails prior to the event.

Motion/Timmons/Oettinger to forward Resolution for YMCA to use the trails to County Board as a non-consent item and authorize County Board Chair Mr. Hintz and Land Records Committee Chair Mr. Paszak to sign agreement upon Desmond approval. All ayes.

2020 Census Local Update of Census Addresses Operations (LUCA).

Romportl reported the LUCA program compares Federal Government census address database to the Oneida County Address database. The Regional Planning commission did some preliminary checks with the number of addresses points in each census block compared to what the County has and it was found that the numbers are close. The County could participate in the program if they felt there was a large discrepancy but it would be at a higher level of confidentiality and would require staff to compare databases and search for missing addresses or places where people may potentially live. This would require a significant amount of staff time that is not budgeted and the Federal Government does pay the counties for doing this. After consultation with County Board Chair Mr. Hintz, Oneida County will choose not to participate in the program at the next level.

Request for GIS assistance from Town of Newbold for Terrestrial Invasive Species mapping inventory.

The Land Information Office assisted in the mapping of Terrestrial Invasive Species along County Roads in conjunction with the Highway Department about 4 years ago. They also helped the Town of Three Lakes map Invasive Species along Town Roads as a pilot project which the County then used the database and processes established for the County Highway inventory and did not charge. Romportl estimated that a project of this type would take at least 30 hours of the GIS Administrator's Job with a normal billing rate of \$50.00 dollars per hour. The proposal is for the Town of Newbold to collect and supply all data and the GIS Administrator would then download and add the data to the existing database.

Motion/Paszak/Zunker to offer the Town of Newbold the assistance of the GIS Administrator at a rate of \$25.00/hour. All ayes.

10:00 A.M. Geographic Features Name Change Proposal and resolution to change name of Landberg Lake located in Section 19, T36N R9E as submitted by Attorney John O'Melia on behalf of I.E. Schiek petitioner to Ruth Ann Lake.

Romportl noted that this was advertised in the legal section of the Northwoods Rivers News and also the classified section under notices in 3 additional newspapers in addition to online notices. The Town of Pelican was notified and approved the name change. Romportl also noted that he received no opposition in response to this proposal. Romportl will also invoice the petitioners an amount equal to advertising costs.

Motion/Zunker/Paszak to forward Resolution to County Board on consent agenda the change the name of Landberg Lake to Ruth Ann Lake in the Town of Pelican. All ayes.

Requests by adjoining landowner listed below to purchase excess right-of-way adjacent to roads listed below and act on resolutions to convey the excess right-of-way:

Arvey, Evergreen Drive, Town of Sugar Camp, part of the SW-NE & SE-NW, Section 16, T39N, R9E, SU 730-1.
Romportl indicated the landowner needs to submit a description so will bring back to next meeting.

Resolution to convey tax foreclosed property PL 290-2 & 290-3 located in Town of Pine Lake, Section 9, Township 37 North, Range 9 East to Mark and Marcia Ravely.

Romportl noted that the Town of Pine Lake was allowed to make road improvements on said property before the County conveyed title to the Ravely's. The Ravely's submitted a bid of \$1,002.00 dollars and agreed to wait until the Town completed the road work.

Motion/Zunker/Oettinger to forward Resolution to County Board to convey part of PL 290-2 & PL 290-3 to Mark & Marcia Ravely as a consent agenda item. All ayes.

Monthly bills, line item transfers, purchase orders, budget surveys, budget hearings, reports, plans, non-budgetary item requests.

Motion/Timmons/Paszak to approve monthly bills submitted by the Register of Deeds Office. All ayes.

Motion/Timmons/Zunker to approve monthly bills submitted by the Land Information Office. All ayes.

2018 Proposed budgets for Land Information and Register of Deeds.

Franson explained in detail the proposed 2018 budget for the Register of Deeds Office.

Motion/Timmons/Paszak to forward to Finance and Administration Committees. All ayes.

Romportl explained in detail the proposed 2018 budget for the Land Information Office.

Motion/Zunker/Oettinger to forward to Finance and Administration Committees. All ayes.

Romportl also discussed in detail the continuing appropriations fund, including how it is funded and how funds are saved for large projects like aerial photography, GIS server upgrades etc. The Committee support to continue using the monies for planned projects.

ESRI technical support agreement for Land Information Office/GIS.

Romportl explained that this is an extension of a previous agreement. This allows for ESRI to remotely login and trouble shoot GIS software/hardware/data problems that occur from time to time.

Motion/Zunker/Oettinger to continue ESRI Tech Support agreement for the amount of \$10,000.00 dollars for the Land Information Office. All ayes.

Wisconsin Land Information Program 2017 grant project for establishment of Public Land Survey corners contracts and work agreements with Land Surveyors.

Romportl reported Oneida County received another grant for \$50,000.00 dollars to continue the restoration and establishment of GPS Coordinates on corners of the United States Public Land Survey System. He explained that he is set to begin the next phase of the project which will entail more work than previous phases due to the remaining corners being more difficult to locate. He would like to enter into a contract with JW Austin Associates for \$25,000.00 dollars which include a per corner fee and also an hourly rate fee for surveying contract services. Romportl will be working out a contract with Land Surveyors for the remaining \$25,000.

Motion/Timmons/Zunker to authorize County Board Chair Hintz and Land Records Committee Chair Paszak to sign the finalized contract with JW Austin Associates in the amount of \$25,000. All ayes.

Setting minimum bids and bid deadline date of tax foreclosed and other county owned properties.

The committee has set a bid deadline date of November 3rd, 2017 and will open all received bids on November 7th, 2017. Minimum bids were set at fair market value from tax roll except as noted below for each property:

Unsold remaining properties from previous sale offering: PIN # CA 971-8 Town of Cassian, Ward 2. Harshaw Rd. Part SE¼ -NE¼, Section 31, Township 37 North, Range 7 East. Small vacant narrow remnant parcel. South parcel 0.12 acres. Minimum Bid \$50.00 and **PIN # CR 382** Town of Crescent, Ward 3. Part SW¼- SE¼, Section 28, Township 36 North, Range 8 East. Narrow landlocked remnant strip of land approx 10' wide by 1337' long north of CSM 2349. Approx. 0.36 acres. Zoned General Use. Minimum bid \$100.00 for whole strip; or \$50.00 for the Eastern half approx. 900' and \$50.00 for the Western half approx. 437'.

PIN # CA 490-20 Town of Cassian, Ward 1. W Pine Square Rd. Part SE¼ -NW¼, Section 32, Township 37 North, Range 6 East. Lot 7 CSM V5-P1233. Vacant 128' x 436' parcel approx. 1.28 acres.

Motion/Timmons/Zunker to set minimum bid at \$8,800.00 dollars. All ayes.

PIN # EN 773 Town of Enterprise, Ward 1. 2853 Plantation Rd. Part NW¼ -SE¼, Section 28, Township 35 North, Range 10 East. Building in fair condition. Approx. East 10 acres. Set minimum bid at less than fair market value because of fair condition of building, debris in and around the property and past experience of selling distressed properties that do not sell at fair market value.

Motion/Paszak/Oettinger to set minimum bid at \$69,000.00 dollars. All ayes.

PIN # MI 3052-1 Town of Minocqua, Ward 5. On Franklin Lake Rd. Part of Lot 25, Plat of Breesie Shore. SE of CSM 964 & W of town rd. Part NW¼ -SW¼, Section 16, Township 39 North, Range 5 East. Small Vacant Lot. Approx. 0.4 acres.

Motion/Zunker/Timmons to set minimum bid at \$4,200.00 dollars. All ayes.

PIN # NO 175-18 Town of Nokomis, Ward 2. On Jenny Lake Rd. Part GL 1, Section 12, Township 36 North, Range 6 East. Parcel B of SM B6554. Vacant lot extensive wetlands, no building for human habitation. 184' frontage Oscar-Jenny Lake. Approx. 0.45 acres. Set minimum bid at less than fair market value due to extensive wetlands and past experience of selling marginal properties that do not sell at fair market value.

Motion/Timmons/Oettinger to set minimum bid at \$9,900.00 dollars. All ayes.

PIN # PE 90-21 Town of Pelican, Ward 2. 4654 County P. Part NE¼ -NE¼, Section 9, Township 36 North, Range 9 East. Building in poor condition with debris. Approx. 0.25 acres. Set minimum bid at less than fair market value because of poor condition of building, debris in and around the property and past experience of selling distressed properties that do not sell at fair market value.

Motion/Oettinger/Zunker to set minimum bid at \$9,900.00 dollars. All ayes.

PIN # PI 59-14 and PI 59-15 Town of Piehl, Ward 1. Two parcels being offered together on Hansen Ln & Margaret Lake Rd. Part GL 1, Section 4, Township 37 North, Range 11 East. Parcels are mostly wetland. Parcel labeled 9.49 Acres & 2.26 Acres SM B6339. Approx. 11.75 acres. Set minimum bid at less than fair market value due extensive wetlands and past experience of selling marginal properties that do not sell at fair market value.

Motion/Oettinger/Timmons to set minimum bid at \$9,900.00 dollars. All ayes.

PIN # PL 343 Town of Pine Lake, Ward 2. SW¼ -NW¼, Section 12, Township 37 North, Range 9 East. Mobile Home in poor condition with debris on property. Mix of wetland and high ground. No known recorded access. Approx. 37.64 acres.

Motion/Timmons/Oettinger to set minimum bid at \$66,500.00 dollars. All ayes.

PIN # PL 604-31 Town of Pine Lake, Ward 1. Part GL 11, Section 29, Township 37 North, Range 9 East. Small landlocked parcel. Approx. 0.06 acres.

Motion/Timmons/Zunker to set minimum bid at \$100.00 dollars. All ayes.

PIN # PL 843 Town of Pine Lake, Ward 4. 4037 County W. Part Lot 1 Block D, part of lots 10 and 11 Block B, and part vacated 25' wide road between Blocks D and B, Golf Club Subdivision. Part GL 11 & 12, Section 29, Township 37 North, Range 9 East. Building in poor condition with debris. Approx. 0.45 acres. Set minimum bid at less than fair market value because of poor condition of building, debris in and around the property and past experience of selling distressed properties that do not sell at fair market value.

Motion/Timmons/Paszak to set minimum bid at \$19,900.00 dollars. All ayes.

PIN # PL 1239 Town of Pine Lake, Outlot 3 (Private Road) Mohawk Park Plat, Section 36, Township 37 North, Range 8 East. Pine Lake currently maintains road located on said parcel.

Motion/Paszak/Oettinger to offer to Town of Pine Lake for costs of recording fees. All ayes.

PIN # TL 273-2 Town of Three Lakes, Ward 1. 2024 Lighthouse Lodge Rd. Part SW ¼ NE ¼, Section 24, Township 39 North, Range 10 East. Building in poor condition with considerable debris on property. Approx. 0.75 acres.

Motion/Oettinger/Zunker to set minimum bid at \$9,100.00 dollars. All ayes.

PIN # TL 433-9 Town of Three Lakes, Ward 3. On Highway 32, Lot 3 of CSM V12-P3014, Part GL 3, Section 5, Township 38 North, Range 11 East. Small shed in fair condition with debris on property. Approx. 7.98 acres.

Motion/Oettinger/Timmons to set minimum bid at \$55,800.00 dollars. All ayes.

PIN # TL 661-5 Town of Three Lakes, Ward 2. Thoroughfare frontage. Part NE ¼ NW ¼, Section 23, Township 38 North, Range 11 East. Parcel landlocked and all wetland. Approx. 5.70 acres.
Motion/Oettinger/Zunker to set minimum bid at \$1,200.00 dollars. All ayes.

PIN # WB 585 Town of Woodboro, Ward 1. 8687 Musky Point Cir. Lots 7-9, Block 3, Replat of Musky Point and the First Addition there to Manson Beach. Parts GL 4 and 5, Section 32, Township 36 North, Range 7 East. House in good condition, with approx. 90' of Mason Lake frontage. Approx. 0.37 acres.
Motion/Timmons/Paszak to set minimum bid at \$199,800.00 dollars. All ayes.

PIN # RH 334 City of Rhinelander, Ward 6. 117 E Harvey St. Lot 3 Block 1, Assessor's Replat of the Second Addition to the City of Rhinelander. Part NE ¼ NE ¼, Section 6, Township 36 North, Range 9 East. Buildings in fair condition. Approx. 0.14 acres. Set minimum bid at less than fair market value because of fair condition of building, debris in and around the property and past experience of selling distressed properties that do not sell at fair market value. Minimum Bid \$19,000.00.
Motion/Oettinger/Paszak to set minimum bid at \$19,000.00 dollars. All ayes.

Closed session: it is anticipated that the Committee may meet in closed session pursuant to Wisconsin Statutes, Section 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. (Topic GIS Administrator)
Motion/Timmons/ Zunker by roll call vote to go into closed session at 11:20AM. All ayes.

A roll call vote will be taken to return to open session and may ratify any matter(s) discussed in closed session.

Motion/Timmons/Oettinger to return to open session at 11:32AM.. Roll call vote. All Ayes.

Motion in open session by Timmons/Paszak to recommend to Labor Relations & Employee Services Committee an increase to Step 8, Grade L for the GIS Administrator with revised job description. Roll call vote. All Ayes.

Public Comments/Communications. None.

Date of next meeting and possible items for the agenda. October 3rd, 8:00 A.M.

Adjournment.

Motion/Oettinger/Timmons to adjourn the meeting at 11:35 A.M. All ayes.

Sonny Paszak

Chair Land Records

Michael J. Romportl

Staff Chair